



LAMAR UNIVERSITY
MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

SECTION: Academic Affairs
AREA: Faculty

MAPP 02.02.07

Endowed Positions

I. POLICY

- A. Lamar University (LU) is committed to establishing and supporting endowed faculty positions that enhance the overall well-being, scholarship, and prestige of the institution. Endowed positions assist the institution in securing external funding, attracting and retaining high-quality faculty, and providing a foundation for the recruitment of high-caliber students.

II. PURPOSE AND SCOPE

- A. This policy falls under the authority of all applicable federal, state, and Texas State University System (TSUS) statutes, rules, and regulations, including, but not limited to, the TSUS *Rules & Regulations*; Texas Education Code, Title 3, Higher Education; and Texas Administrative Code, Title 19, Education.

III. DEFINITIONS

A. Endowed Position

1. An endowed position is a faculty appointment funded, in whole or in part, by the income generated from an endowment donated to the University for this purpose. Endowed positions may be accompanied by other amenities such as:
 - Student assistant support or similar.
 - Resources to support travel.
 - Administration/clerical assistance if necessary.
 - Research or creative facility support.
 - Summer support (if this is a 9-month position).
 - Other appropriate support as required by the position.
2. An endowed position is competitive and prestigious. The status of an endowed position may be either tenured, visiting, or any other status as determined to be appropriate for the position and the discipline. Regardless of assigned status, an endowed position is subject to all LU and TSUS policies.

- B. **Faculty Endowment Naming Levels.** LU has established several naming levels for its faculty endowments. These levels are based on the endowment funding amount and are determined by the University, as managed by LU's Vice President for University Advancement. LU's naming levels (including those for faculty and student scholarships and fellowships) are as follows:

Endowment Naming Level	Amount
Academic Chairs	\$1.5M – \$2.5M
Distinguished Professorship	\$1M
Professorship	\$750,000
Full-ride Scholarship	\$450,000
Faculty Fellowship	\$300,000
Graduate Fellowship	\$200,000

IV. REPORTING AND STANDARDS

A. **Reporting Responsibilities.** Generally, endowed faculty will report to the chair of the department in which their academic appointment resides. In some cases, an endowed position may not clearly reside in one academic area, and it may be more appropriate for the endowed faculty member to report to a Dean. Any special reporting structure will be delineated at the time of the appointment. All endowed faculty must be part of the University's annual performance evaluation process.

B. Standards of Performance

1. The holders of all endowed positions are expected to perform at a high level in research and/or creative activities and conduct substantive work in these areas. Expectations for research and/or creative activities include, but are not limited to, the following:
 - a. earning or maintaining national visibility within the designated discipline;
 - b. acquiring external funding commensurate with the holding of a distinguished position within the discipline;
 - c. serving as a role model for colleagues and students, and providing effective leadership for junior faculty; and
 - d. maintaining a high level of productivity within the discipline.
2. Additional teaching and service expectations associated with the endowed position shall be commensurate with the expectations outlined in this policy and in the appointment letter.

V. PROCEDURES

A. Search

1. LU is committed to a policy of non-discrimination and equal opportunity for all persons regardless of race, sex, color, religion, national origin or ancestry, age, marital status, disability, veteran status, or any other basis protected by federal or state law.
2. The University recognizes that the holder of an endowed position represents the University and not just a specific discipline. Thus, after the acquisition of the endowment and the announcement of this position, the Provost and Vice President for Academic Affairs ("Provost") will appoint a search committee. The Dean of the College in which the endowed position will reside will chair the committee. However, if the position will not clearly reside in

a specific College, then a Dean who would be most appropriate to the discipline to be served will chair the committee. The committee will also include one or more faculty members from the discipline, at least one faculty member who holds an endowed position, one or more tenured faculty members from outside the College in which the endowed position will reside, and one student representative. Additional committee members may be added, as deemed appropriate by the Provost.

3. Depending on an endowment, its terms, and/or the needs of the University, an endowed position may be filled by an LU faculty member or may require that a national search be conducted to fill the opening. If a national search is conducted, LU faculty members are encouraged to apply, but they must compete for the position with others of national stature. The scope of the search will be determined by the Provost after a review of an endowment's terms and discussion with the Dean of the College in which the endowed position will reside.
4. A candidate for an endowed position will typically be a senior faculty member who meets the following criteria:
 - a. Scholars and/or leaders within their discipline as demonstrated by significant publications or creative works of the highest quality, the holding of elected office in a professional association, and service on committees of state, regional, national, and international professional associations.
 - b. Distinguished teachers as evidenced by awards or other recognition from their universities or other organizations.

B. Appointment

1. The initial appointment for an endowed position will be for a period not to exceed three (3) years. At the time of the initial appointment, the expectations of the position will be delineated in the appointment letter. In the third year, the faculty member will be reviewed against the expectations outlined in this policy and in the appointment letter.
2. Following a successful initial review, and if the endowment allows for reappointment, the faculty member holding an endowed position may be reappointed for another three-year term. If an appointment is renewed, the faculty member will be reviewed every three (3) years after the renewal date. The holders of all endowed positions will be reviewed as described in this policy and in the appointment letter. Continued reappointment to an endowed position is subject to the successful completion of three-year reviews. There is no guarantee that an appointment will continue.

C. Review Process

1. Faculty holding endowed positions must submit electronically in Watermark their materials to be reviewed. Materials shall consist of:
 - a. copies of all publications, grant proposals submitted and funded, and any additional evidence of research and/or creative activity accomplished during the review period;
 - b. syllabi, websites, and other classroom materials used and/or developed that demonstrate a distinguished level of instruction (as applicable);

- c. evidence of service to the University, the community, and/or the discipline as deemed appropriate by the holder of the endowed position (as applicable); and
 - d. any other relevant materials, including but not limited to materials that indicate achievement of expectations and/or fulfillment of responsibilities denoted in the offer letter for the endowed position.
2. Faculty holding endowed positions will be reviewed by the following:
 - a. a committee consisting of the Associate Provost for Academic & Research Administration, the Senior Associate Provost, the Dean of the faculty member's College, and Chair of the department in which the endowed position resides;
 - b. the Provost; and
 - c. the President.
3. Should the Dean of the College be the faculty member who holds the endowed position, a Dean from another College will serve on the committee. Should the Chair be the faculty member who holds the endowed position, or if the position is not attached to a department, a Chair from another department may serve on the committee.
4. The formal review of holders of endowed positions will occur in the Fall semester of the third year of the appointment. Specific details pertaining to the review schedule (i.e., submission deadline in Watermark, review dates for Committee, Provost, and President, etc.) will be provided to the holders of the endowed positions via email by the Associate Provost for Academic & Research Administration on or before September 30 of the third year.
5. The formal review of the holders of endowed positions will commence with the committee. The committee members shall study the endowed faculty member's materials and independently enter into Watermark their detailed comments and either a "positive" or "negative" recommendation. The chair of the committee shall then summarize the independent comments and enter into Watermark a "positive" or "negative" recommendation on behalf of the committee.
6. The Provost then will review the committee's recommendation and study the endowed faculty member's materials. The Provost then will enter into Watermark detailed comments and either a "positive" or "negative" recommendation.
7. The President then will review the recommendations by the committee and the Provost and study the endowed faculty member's materials. The President then will enter into Watermark a "positive" or "negative" recommendation, along with any comments.
8. After all independent reviews have concluded, and after all pertinent information has been evaluated, the President and the Provost shall convene and decide whether to renew the faculty member's endowed appointment. The holder of the endowed position will be promptly notified by the Office of the Provost of the decision to renew or not renew. A recommendation to renew shall result in appointment for an additional three-year term.

VI. REVIEW AND RESPONSIBILITY

Review Schedule: Every three years on or before the date the policy was last revised and/or approved.

Responsible Party: Academic Policy Advisory Council

VII. APPROVAL

Provost and Vice President for Academic Affairs

Date

Lamar University President

Date

POLICY LOG

Version	Date	Description of Changes
1	01/10/2008	Initial draft.
2	09/14/2025	Policy statement added (section I). Standard statement added to Purpose and Scope (section II). Definitions (section III) added. Composition of review committee updated (section IV.C.2). Committee structure and voting procedures clarified. Procedures for Appointment (Section V.B) updated to establish three-year endowment terms and clarify appointments, reappointments, and reviews. Section added on use of endowment funds for faculty support. Policy reformatted into MAPP format.
		Reviews by constituency groups completed.
		Review by campus community completed.
		Policy approved by President.